




## Digitales Onboarding BZBS

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Buchs Sargans



**Herzlich willkommen zum digitalen  
Onboarding**

Bildungsdepartement **bzbs.**

### Inhalte

1. Erstanmeldung bei Microsoft 365
2. Einrichtung der Microsoft Authenticator App
3. Installation der Microsoft 365 Apps auf dem Laptop



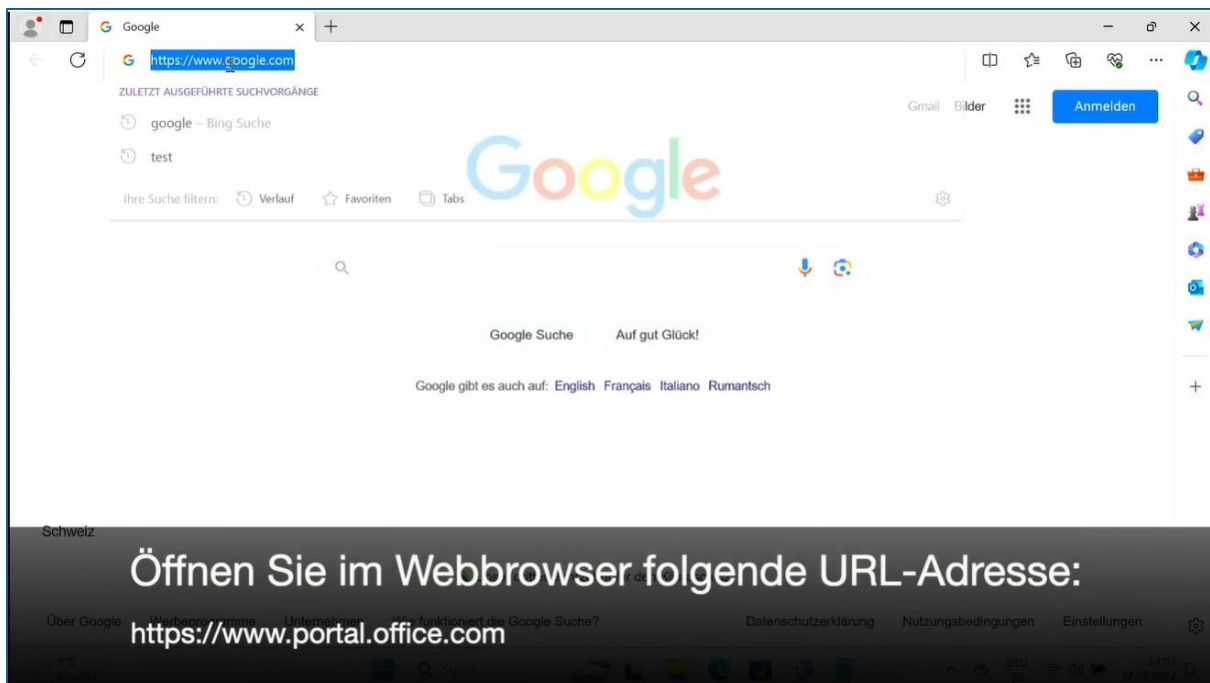


## Vorbereitungen

Für einen reibungslosen Ablauf des digitalen Onboardings benötigen Sie den **Laptop**, Ihr **Smartphone** und das Schul-**Accountblatt**, welches Sie vom BZBS erhalten haben.

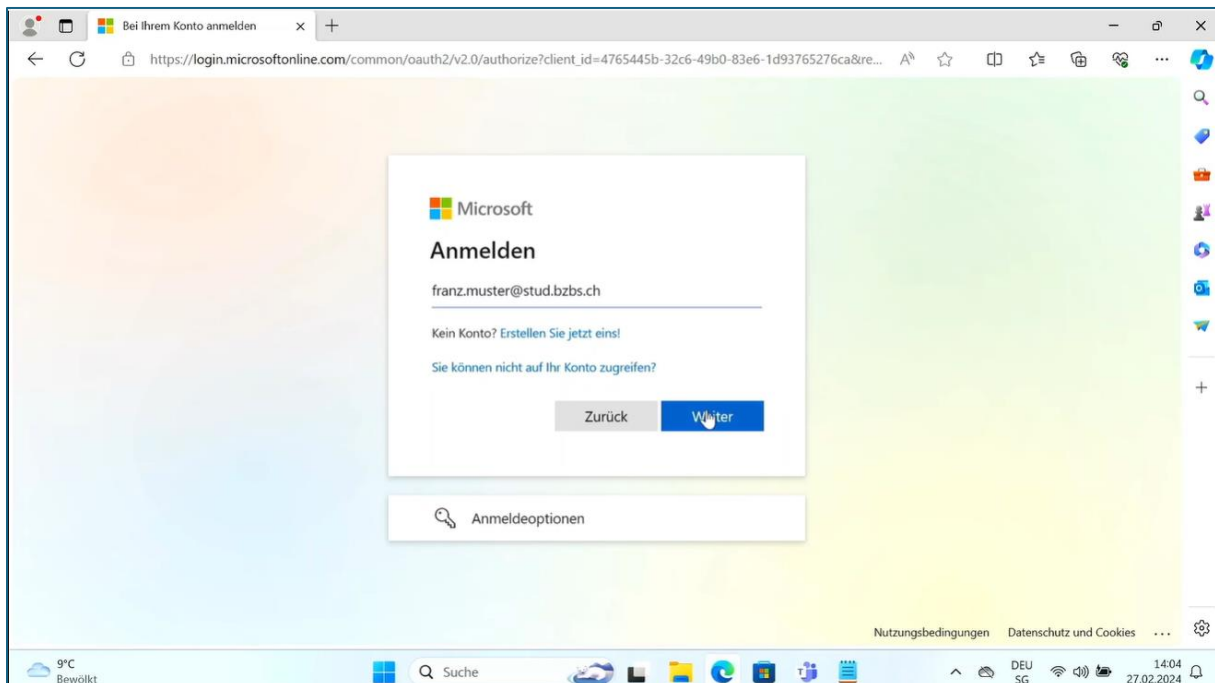
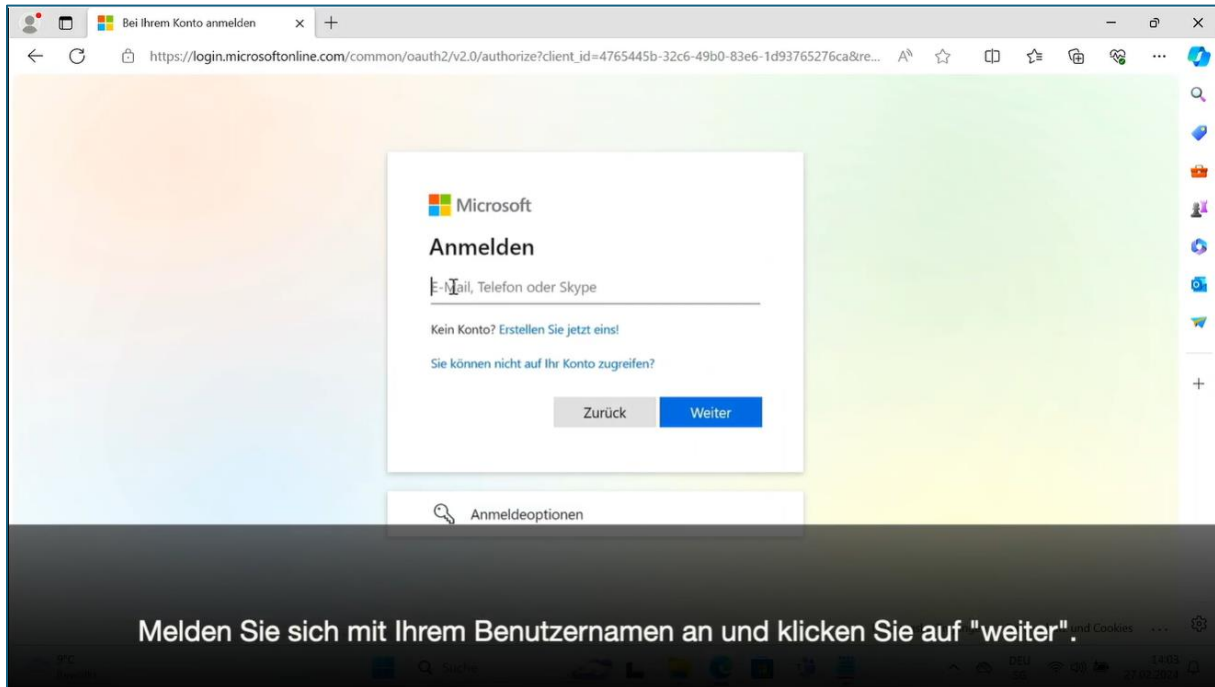
14.03.2024

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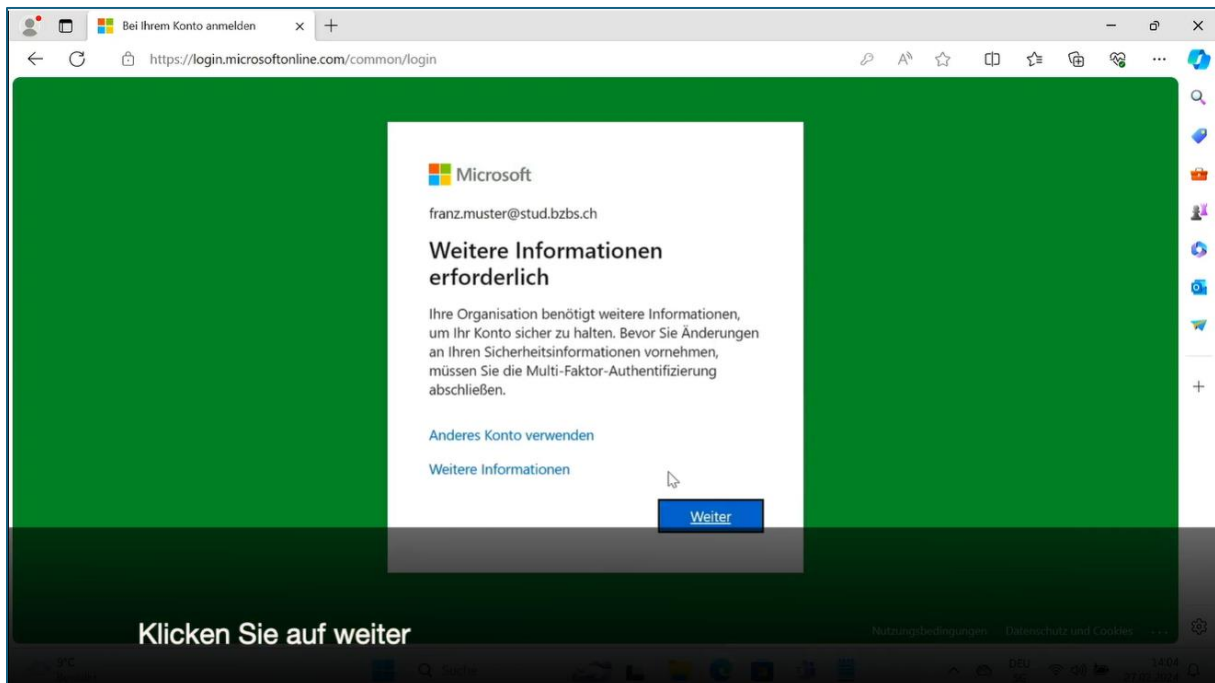
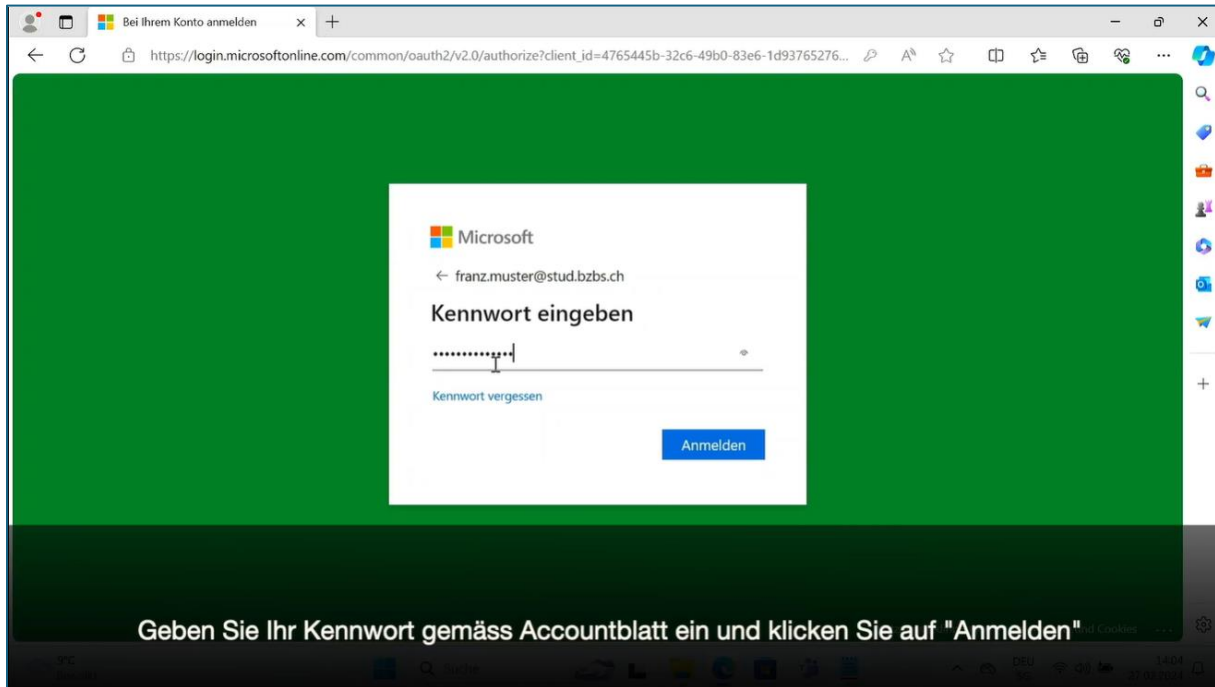


Fachschaft PICTS

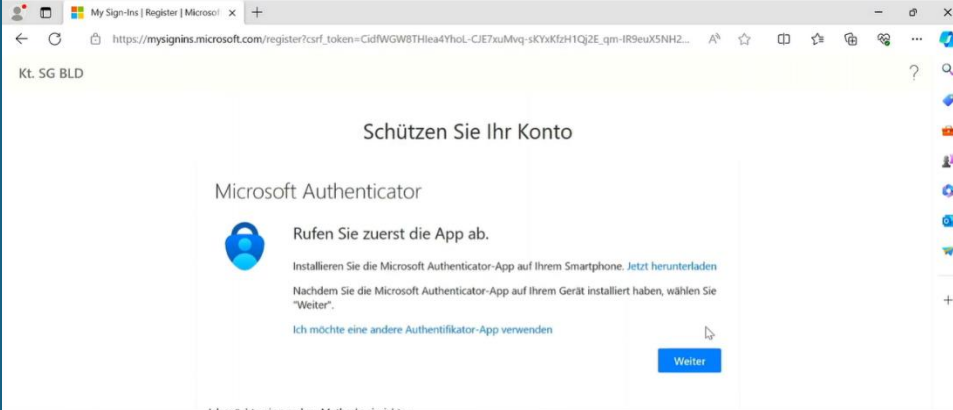




Fachschaft PICTS



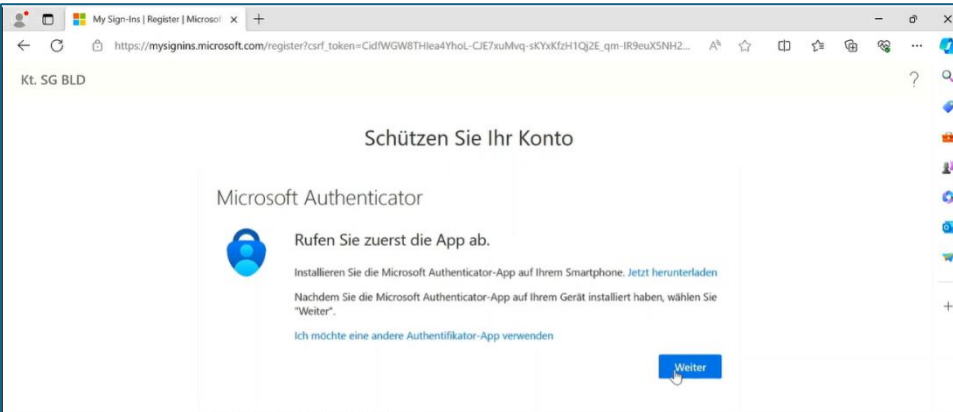
## Nehmen Sie nun das Smartphone zur Hand



The screenshot shows a web browser window with the URL [https://mysignins.microsoft.com/register?csrf\\_token=CidFWGw8THlea4Yhol-CJE7yuMvq-sKYxKfzH1Q2E\\_qm-IR9euX5NH2...](https://mysignins.microsoft.com/register?csrf_token=CidFWGw8THlea4Yhol-CJE7yuMvq-sKYxKfzH1Q2E_qm-IR9euX5NH2...). The page title is "Schützen Sie Ihr Konto" (Protect your account). The main heading is "Microsoft Authenticator". The text reads: "Rufen Sie zuerst die App ab." (Call the app first). Below it, it says: "Installieren Sie die Microsoft Authenticator-App auf Ihrem Smartphone. Jetzt herunterladen" (Install the Microsoft Authenticator app on your smartphone. Download now). Further down: "Nachdem Sie die Microsoft Authenticator-App auf Ihrem Gerät installiert haben, wählen Sie 'Weiter'." (After you have installed the Microsoft Authenticator app on your device, select 'Next'). There is a link "Ich möchte eine andere Authentifikator-App verwenden" (I want to use a different authenticator app) and a blue "Weiter" button.

Ich möchte eine andere Methode einrichten.

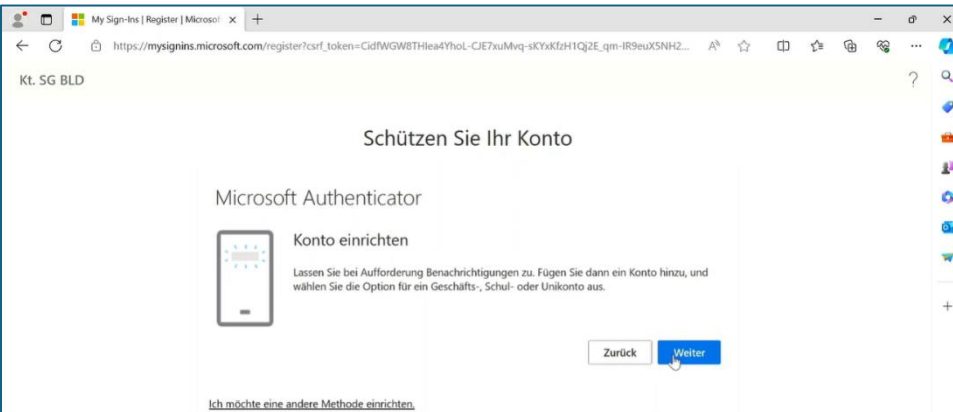
Im App-Store finden Sie die "Microsoft Authenticator App" zum Download  
Installieren Sie diese nun auf Ihrem Smartphone



This screenshot is identical to the previous one, showing the same registration page with the "Weiter" button highlighted by a mouse cursor.

Ich möchte eine andere Methode einrichten.

Klicken Sie nach dem erfolgreichen Download der App auf Ihrem Smartphone auf weiter



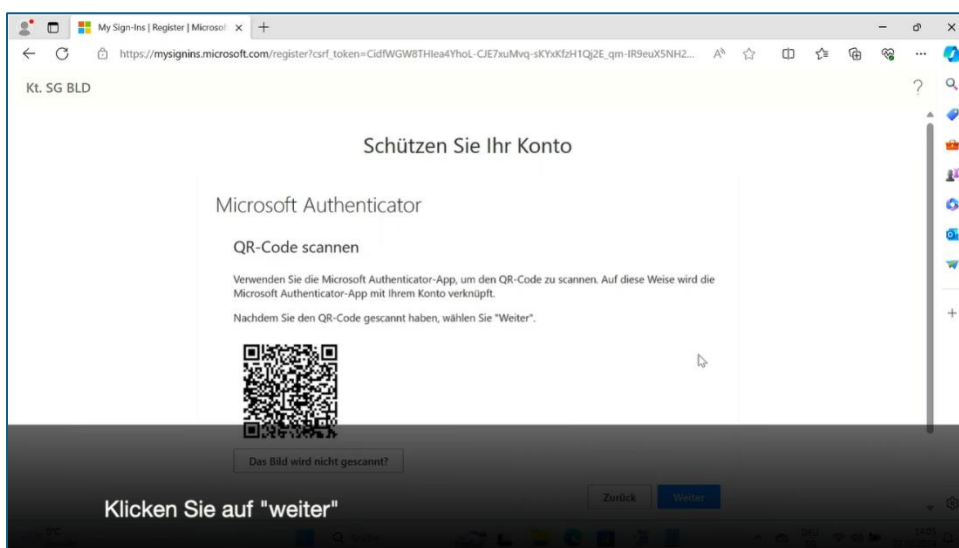
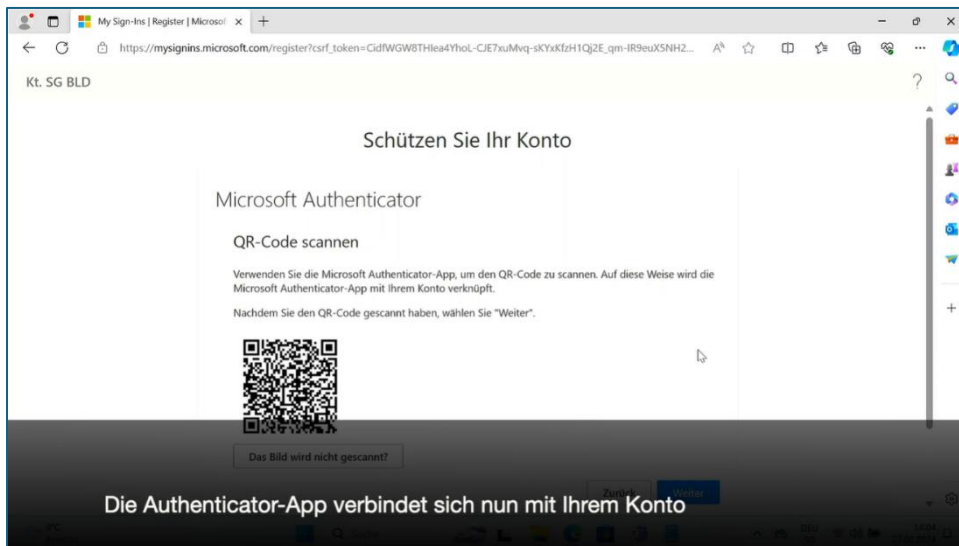
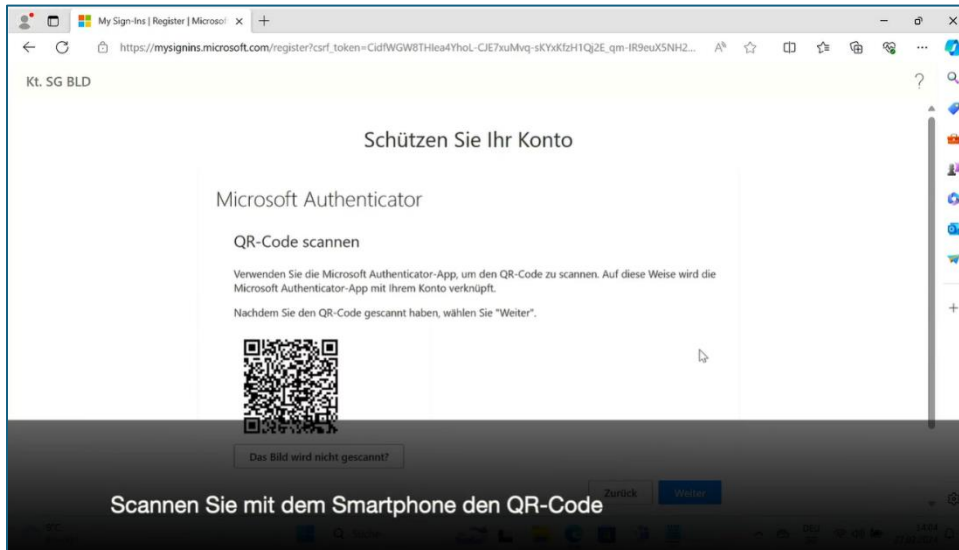
The screenshot shows the next step in the registration process. The heading is "Microsoft Authenticator" and the sub-heading is "Konto einrichten" (Set up account). The text reads: "Lassen Sie bei Aufforderung Benachrichtigungen zu. Fügen Sie dann ein Konto hinzu, und wählen Sie die Option für ein Geschäfts-, Schul- oder Unikonto aus." (Allow notifications when prompted. Then add an account, and select the option for a business, school, or university account). There is a link "Ich möchte eine andere Methode einrichten." and two buttons: "Zurück" (Back) and "Weiter" (Next).

Ich möchte eine andere Methode einrichten.

Klicken Sie erneut auf weiter

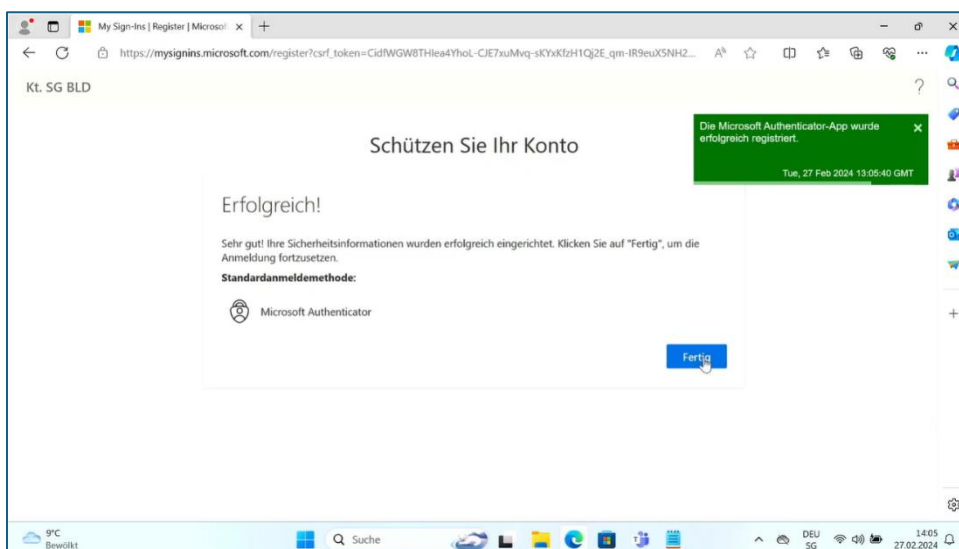
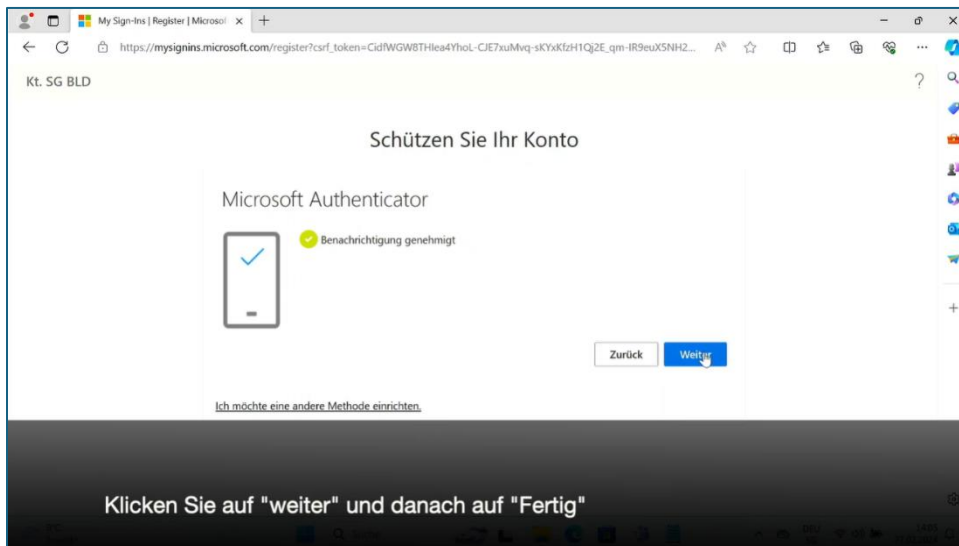
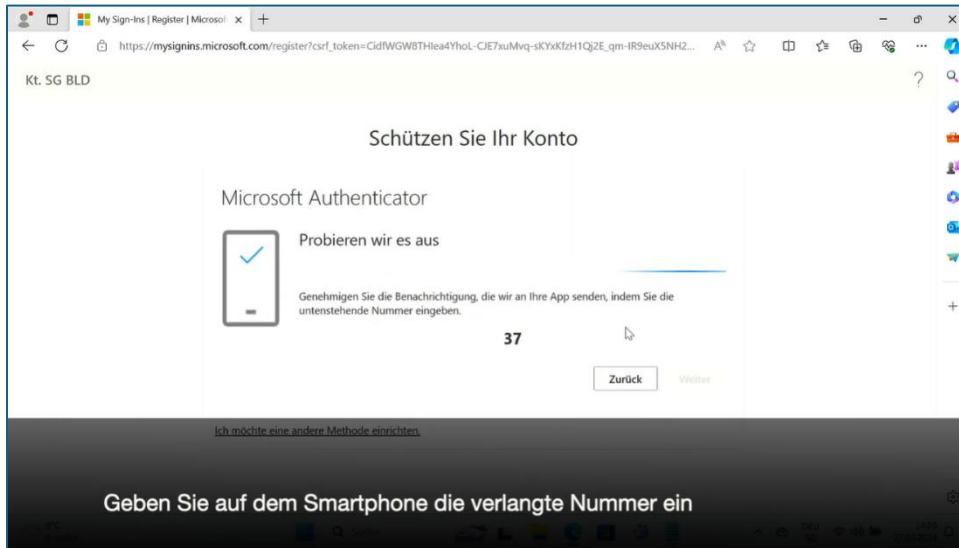


Fachschaft PICTS



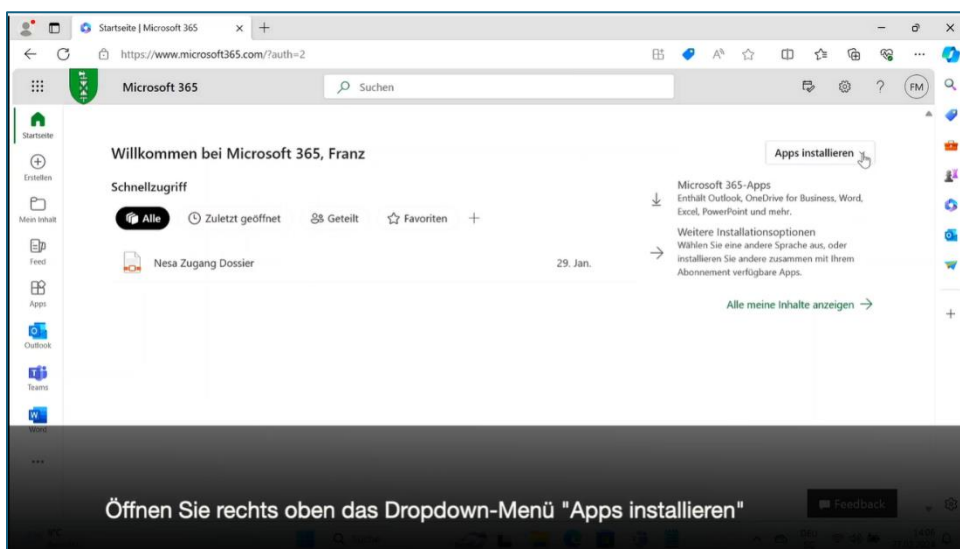
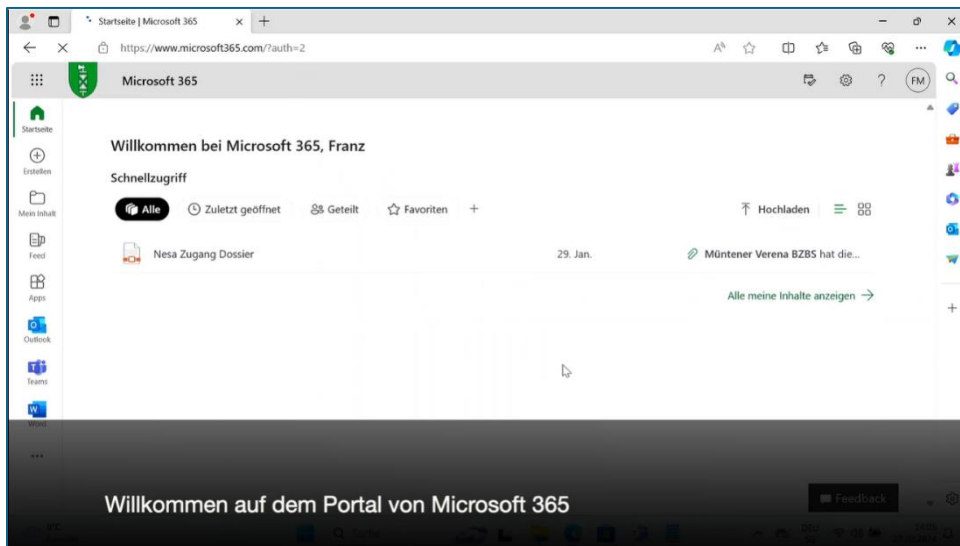
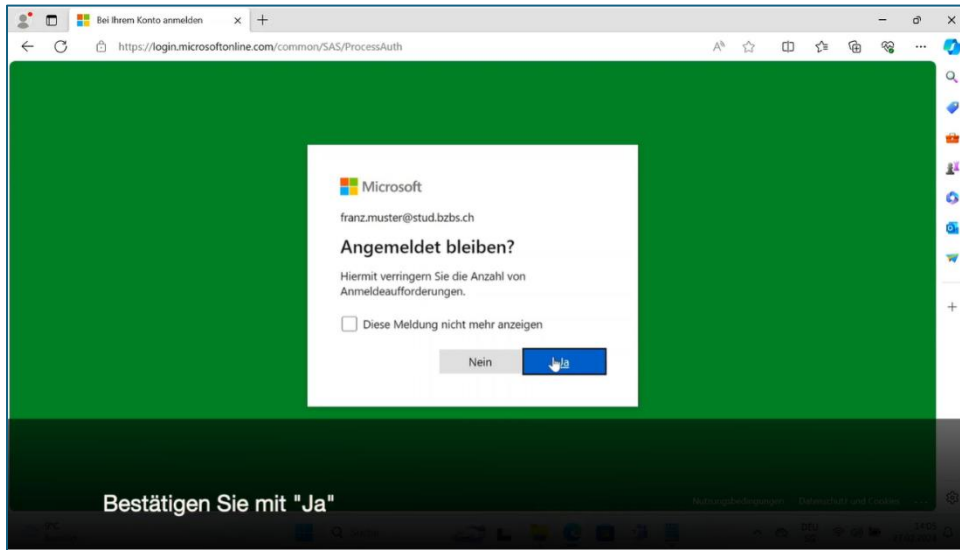


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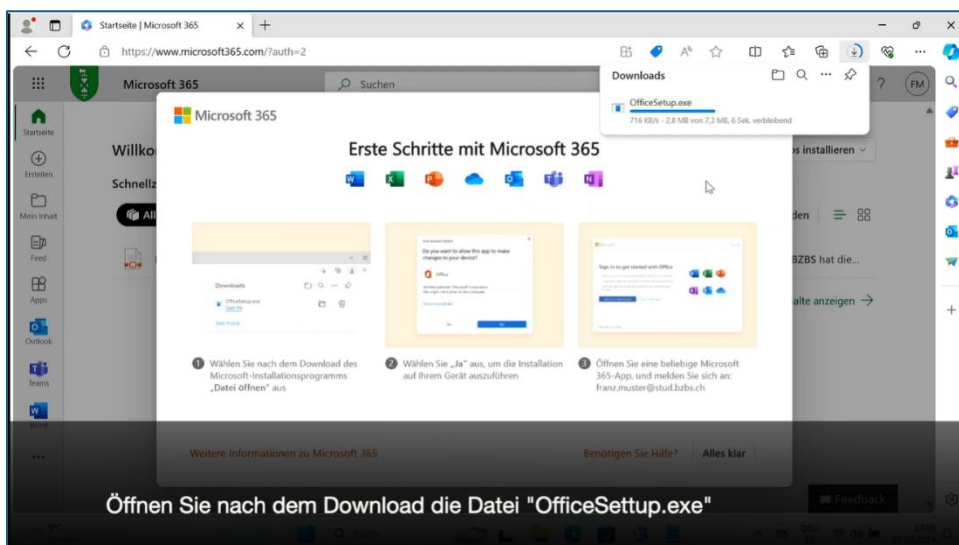
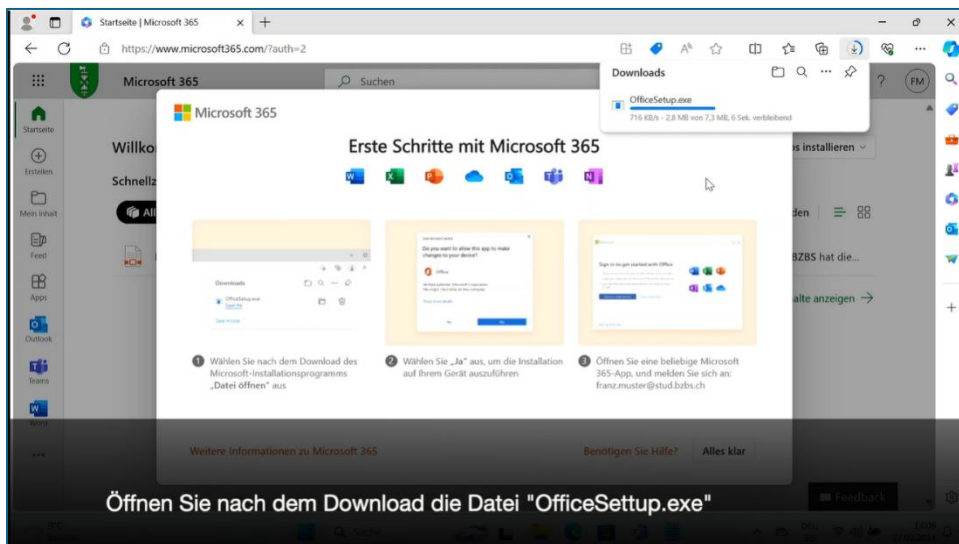
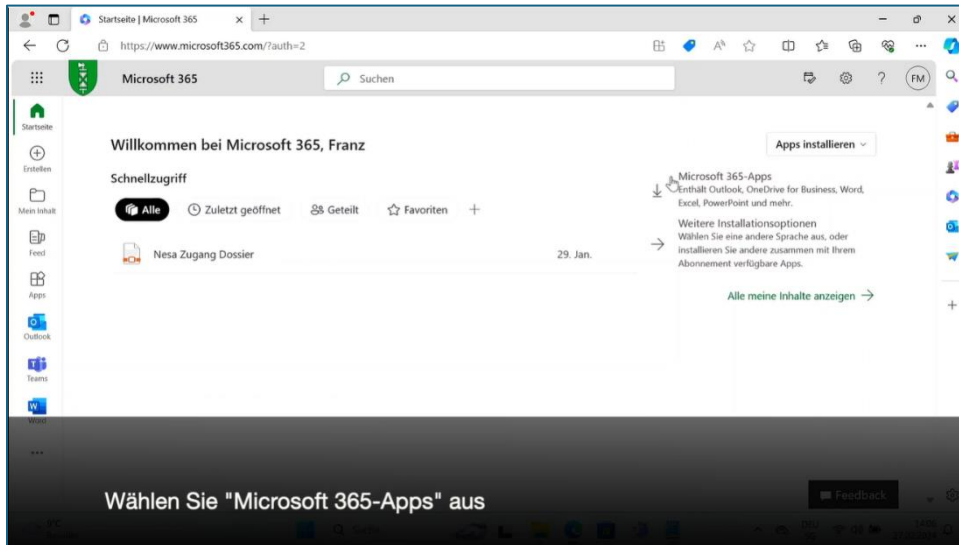


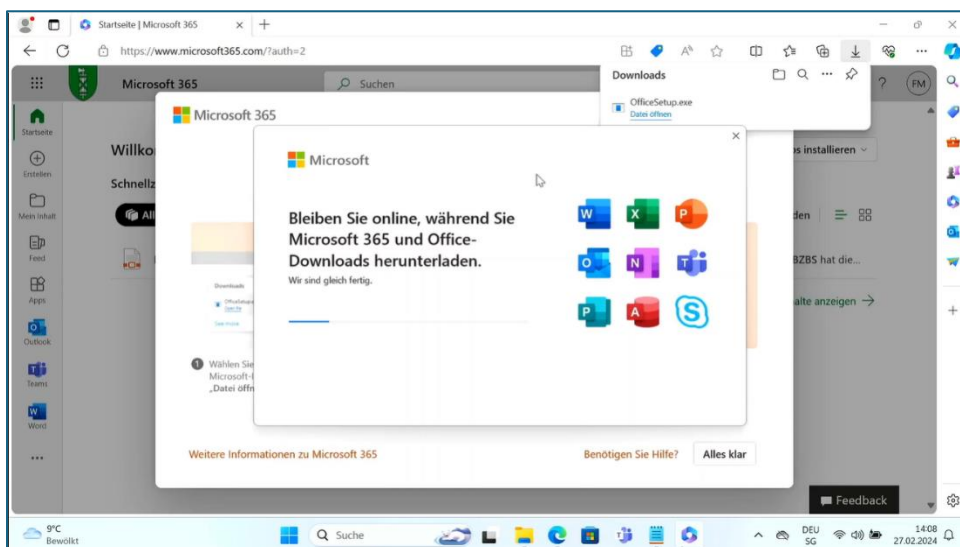
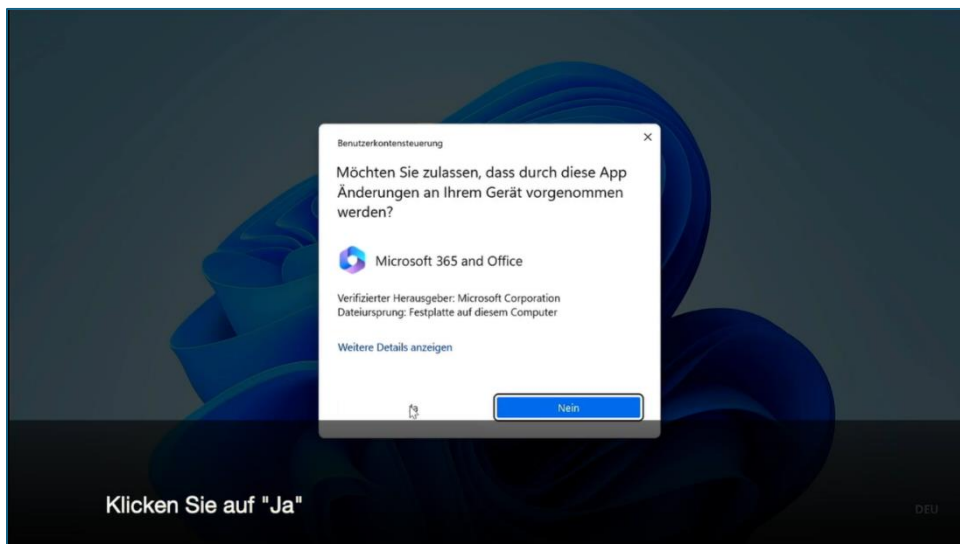
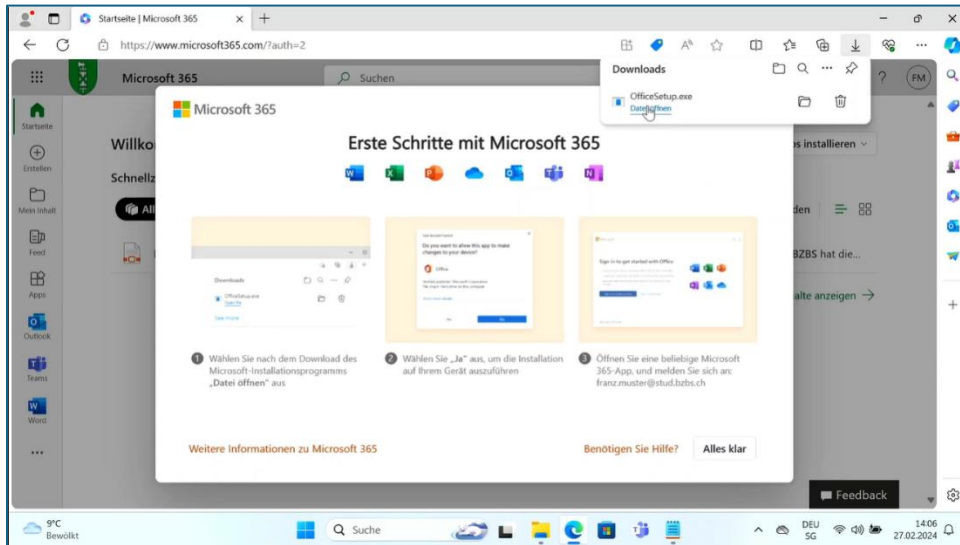


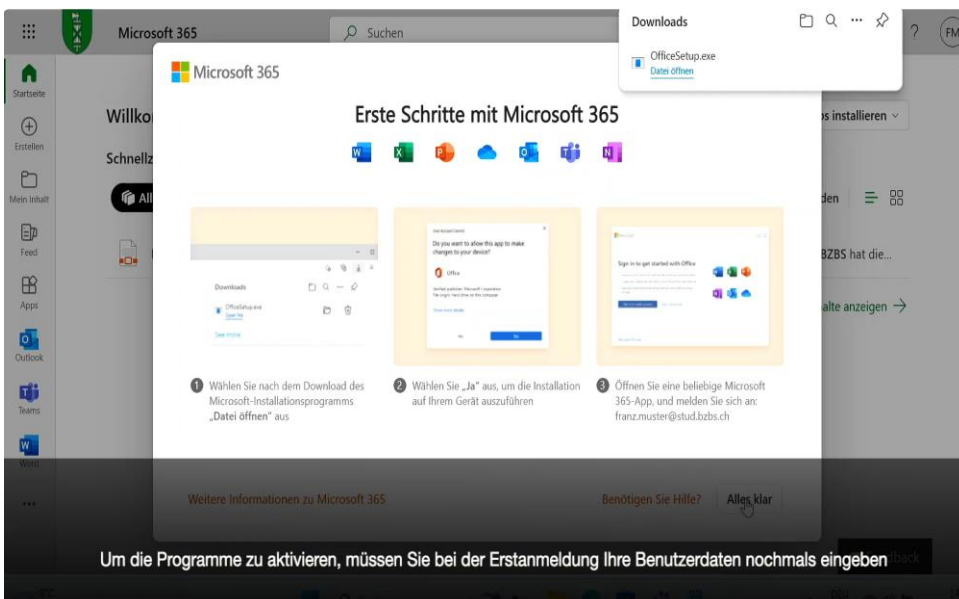
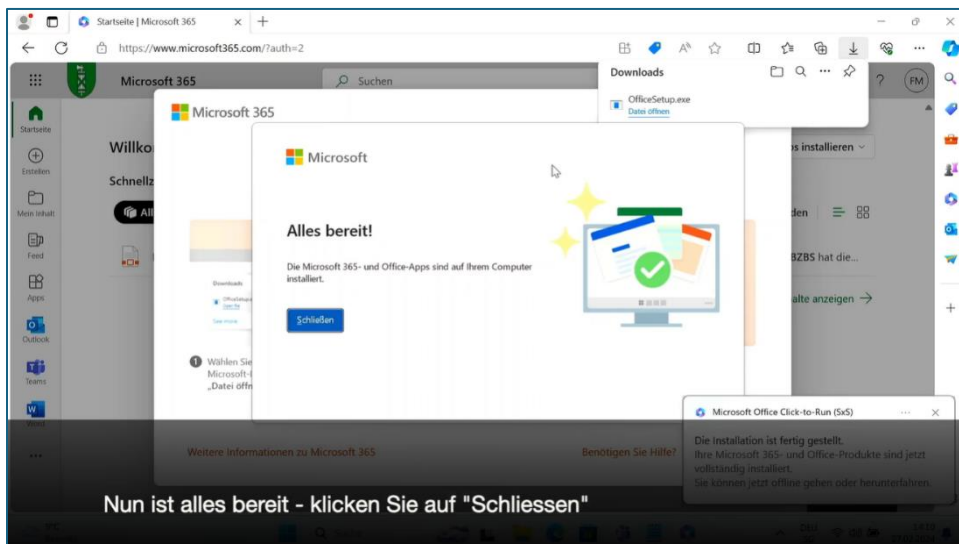
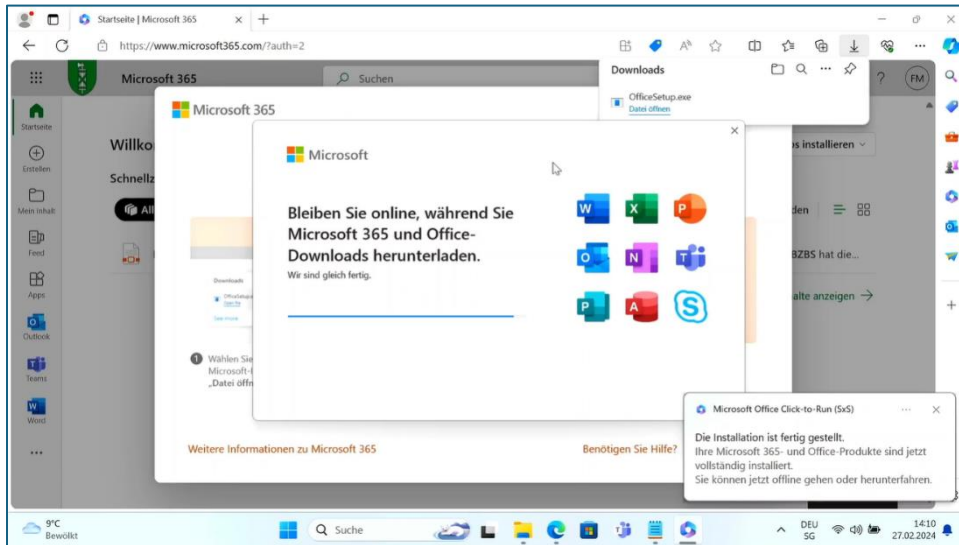
Fachschaft PICTS





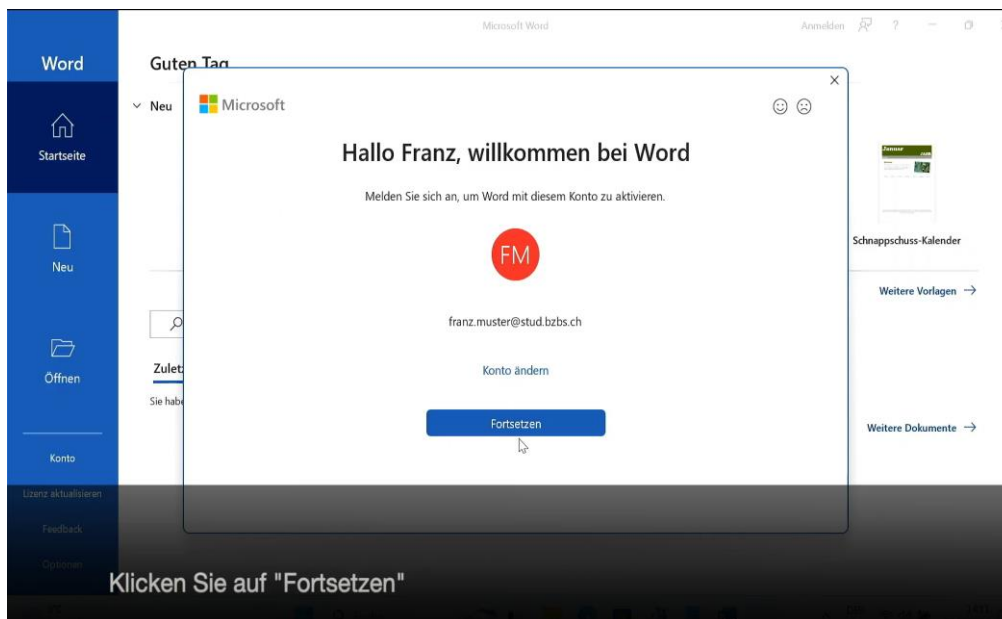
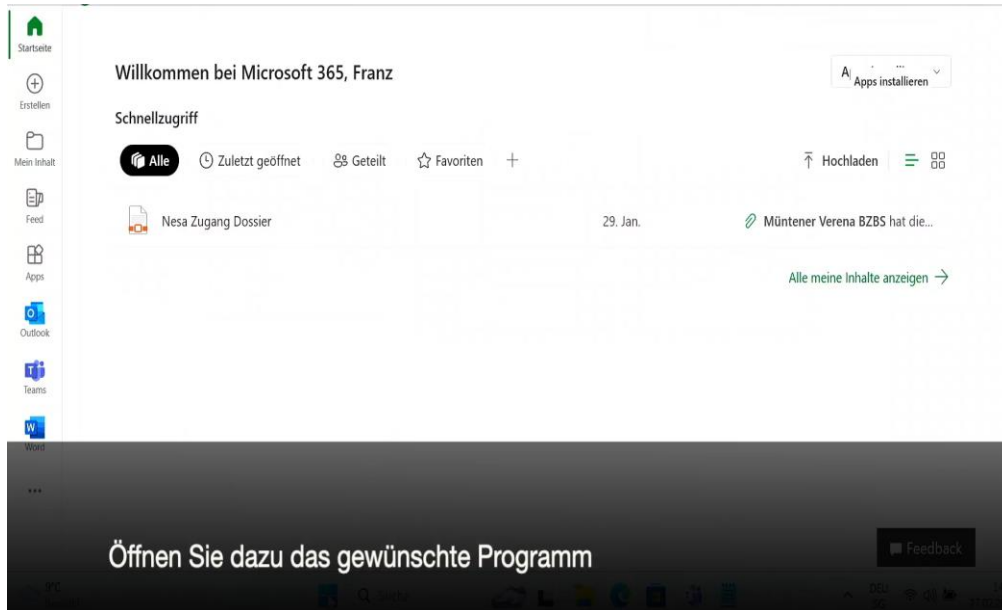






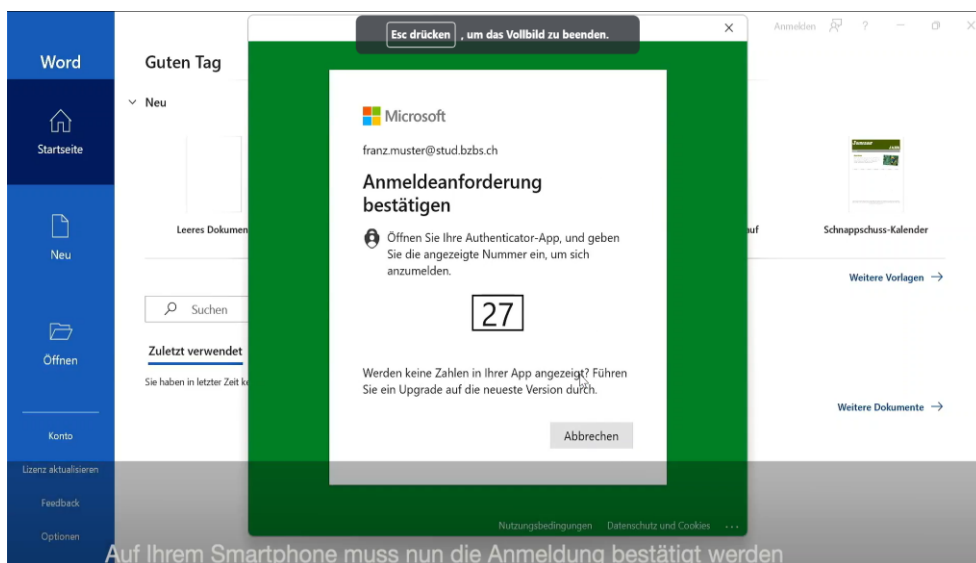
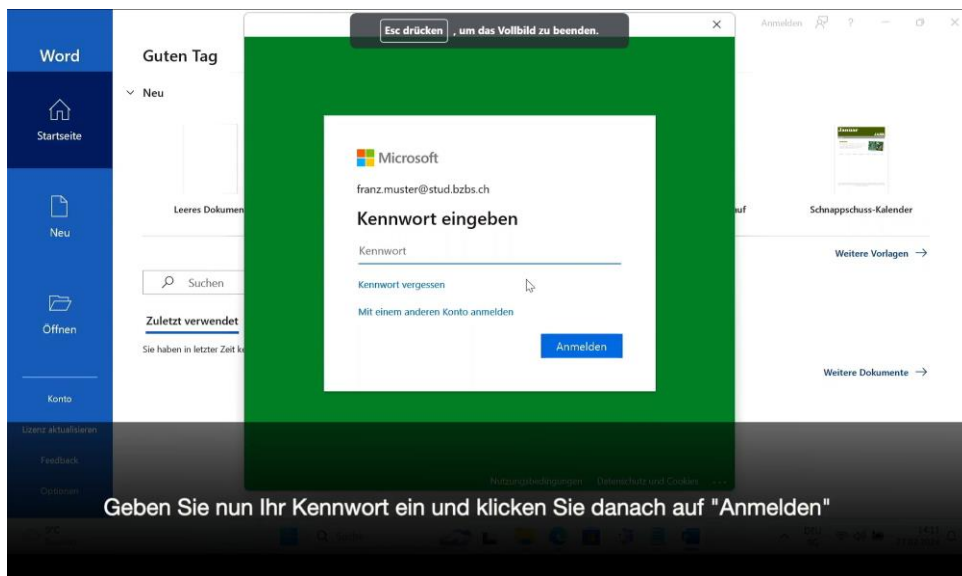
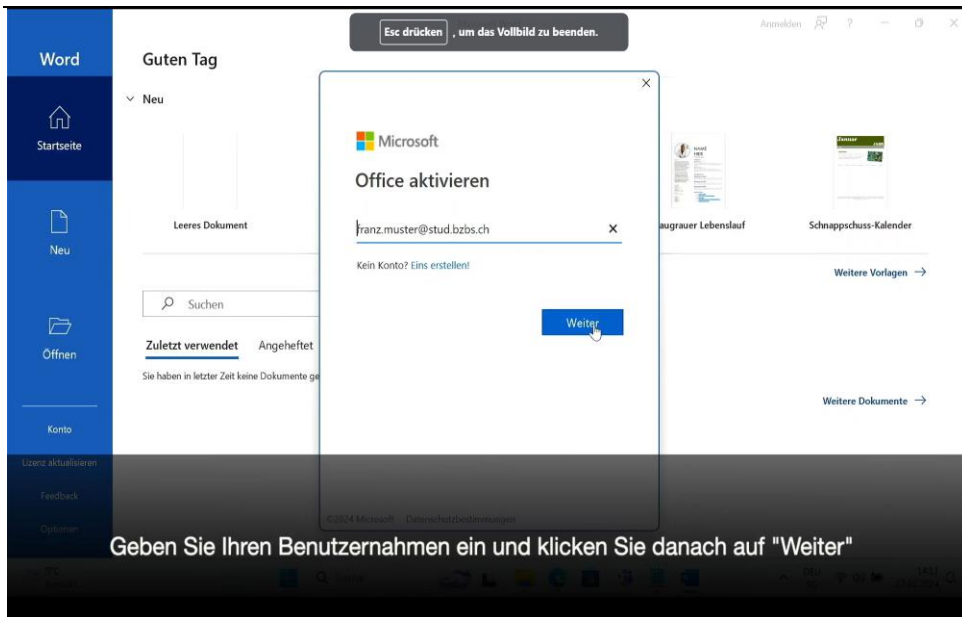


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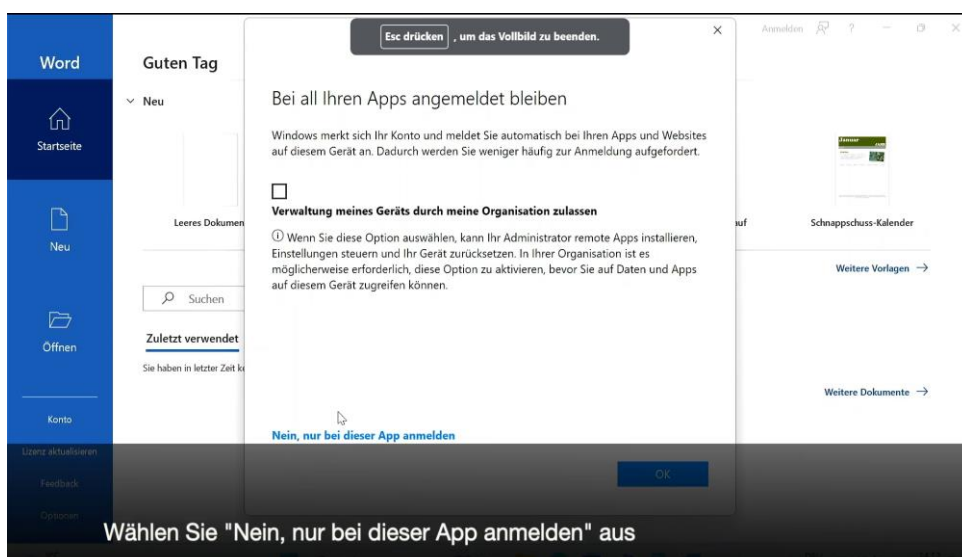
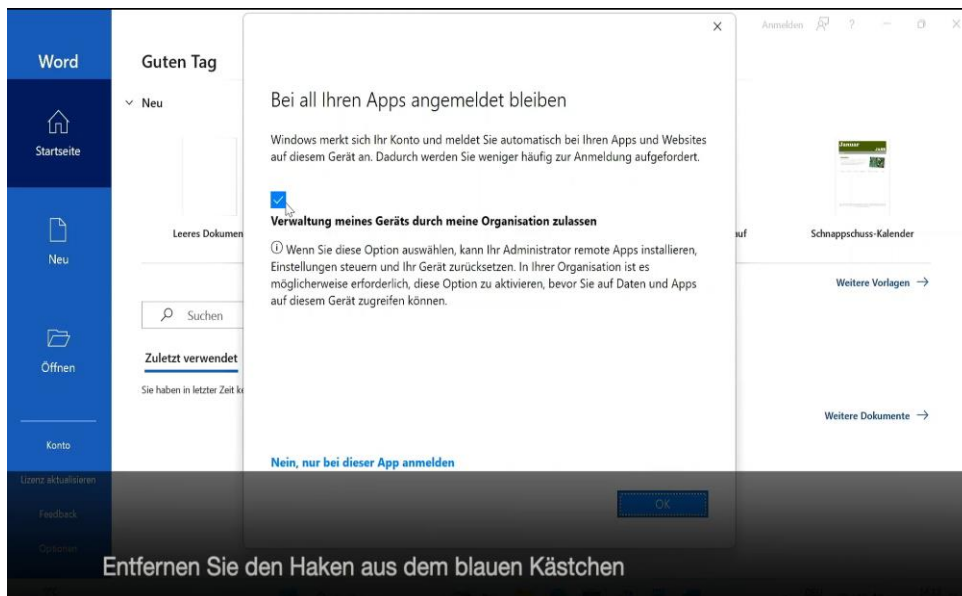
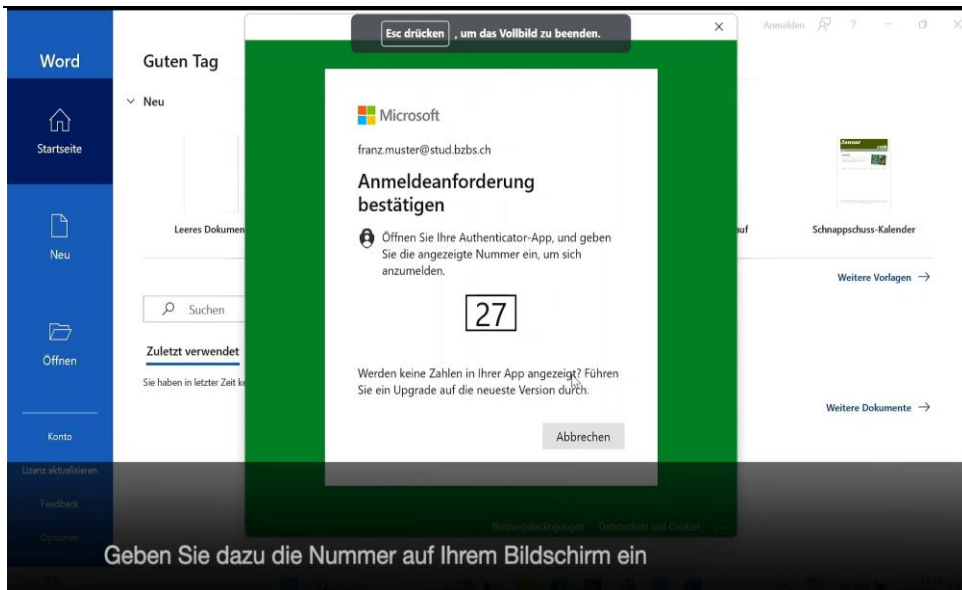




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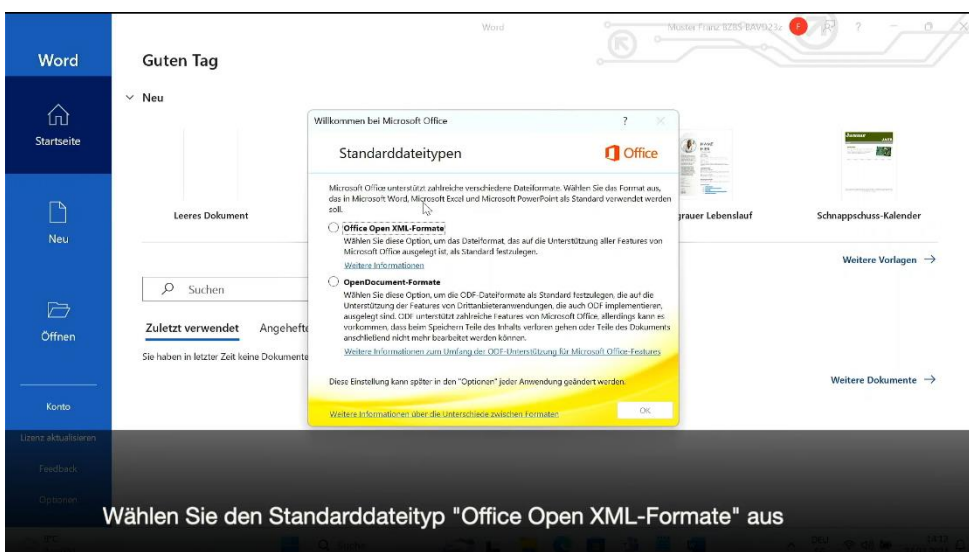
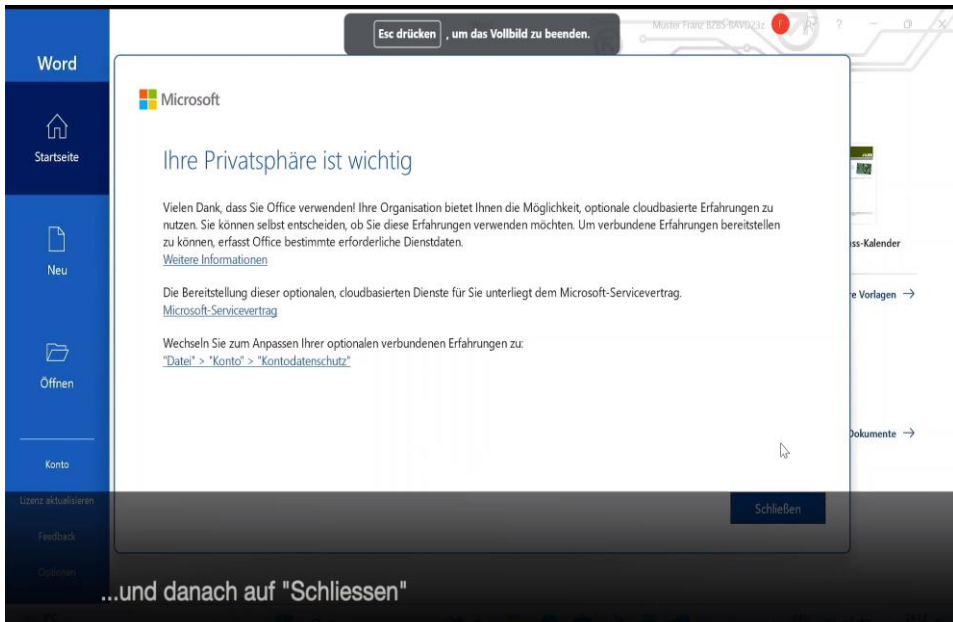
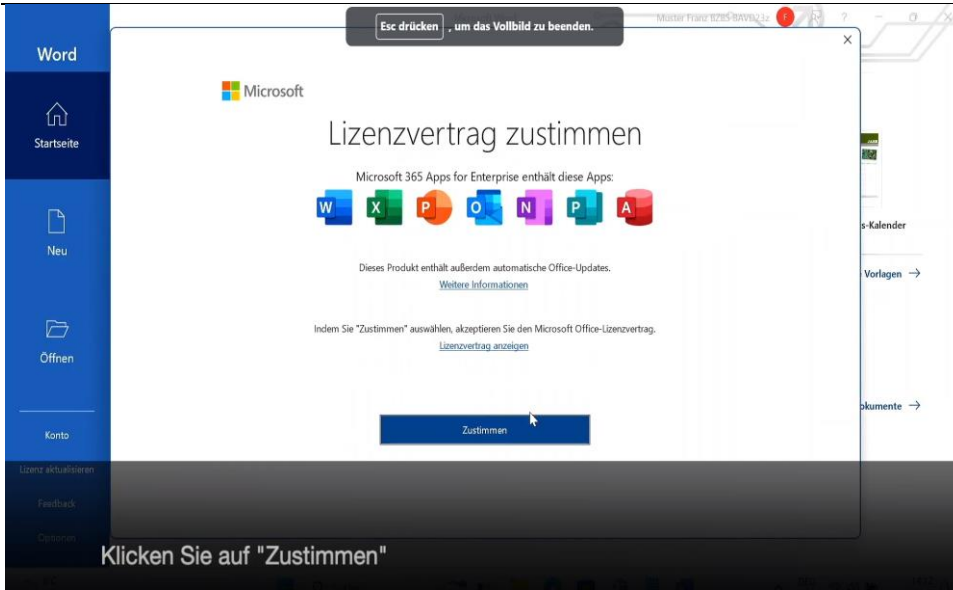
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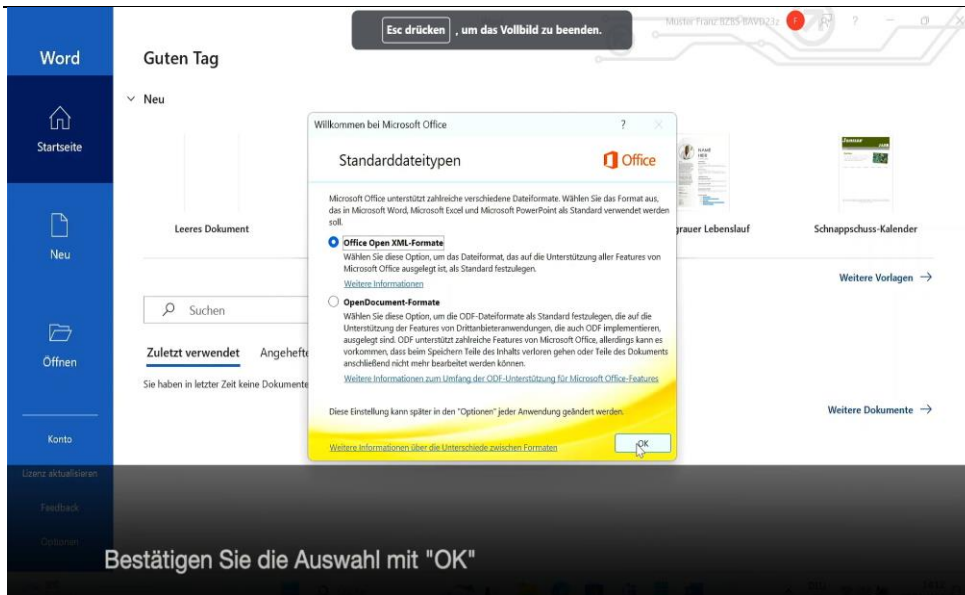


Fachschaft PICTS





## Fachschaft PICTS



Herzlichen Glückwunsch.  
Sie haben das digitale Onboarding erfolgreich  
abgeschlossen.

Bis bald am BZBS.

14.03.2024

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